Community/Warm Hub Grant Application Form

Following the closure of Warwickshire Rural Community Council and an assessment of the impact of this closure, Stratford-on-Avon District Council is seeking to support existing community/warm hubs, encourage the creation of new hubs, and ensure that they are fully prepared for the coming winter. We plan to distribute financial support to qualifying applicant organisations to enable them to achieve our aim of:

Support, prolong and enhance community wellbeing activity through community/warm hub events bringing together members of the whole community but with a focus on more vulnerable residents.

Meeting objectives 7.22/23 of the Growing Opportunities Plan 2026-29

Ref No.	Objective	Goal	Actions	Deadline
7.22 - 7.23	Improve transport/ accessibility to local services for those rurally isolated or without access to a car or public transport, reducing isolation and improving access to health, education and community life	Minimise the impact of the dissolution of WRCC and act where appropriate	Establish adverse impacts of WRCC closure, evaluate these and determine appropriate response from SDC and wider partners with action plan developed and delivered	Dec 27

All applications will be assessed on their individual merits, and will be reviewed on a rolling basis. To ensure a speedy assessment process the panel will be made up of two Stratford DC officers, and we commit to assess and notify applicants of the success of their application within four weeks of receiving it. It is advised that applications are made as early as possible, as the scheme will close when funds are exhausted.

Applications will be assessed using the scoring scale below for questions 4.3, 4.4, 4.5, 5.1, 6.1 and 6.2. Section 3 is assessed on a pass/fail basis. Only applications answering “Yes” to every mandatory question proceed to scoring.

1–5 Scoring Scale

Score	Assessment	Funding guidance
1	Does not meet criteria	Do not fund.
2	Significant weaknesses	Do not fund.
3	Meets criteria with development required	Additional information is needed and/or changes are recommended before a funding decision can be made.
4	Strong proposal	Fund, subject to prioritisation depending on the number of higher-scoring proposals.
5	Excellent proposal	Fund.

Organisation Details

Name of organisation

Address of organisation

Postcode of organisation

Telephone number of organisation

Website address of group/organisation

Registration number if applicable (e.g. if registered company, charity):

Registering body:

VAT Registration Number if applicable.

Contact Information for this Application

Name of main contact person

Main contact's role in the organisation

Telephone number of main contact person

Alternative phone number e.g. mobile

Email address

If you are working with a third party, and utilising their policies and procedures, please provide their details below:

Financial Stability

Please provide contact details for the person in your organisation who is responsible for financial matters:

Name

Position in the organisation

Telephone number

Email address

Mandatory Questions

Organisations must be able to answer 'Yes' to all the following mandatory questions. Organisations that are not able to do so will not have their project assessed.

If you have any queries around passing the following mandatory questions, please contact us to discuss as we may be able to provide advice.

Will your organisation deliver a project for residents in a community within Stratford-on-Avon district?

- [ ] Yes
- [ ] No

Has your organisation got a bank account? (We cannot pay into an individual’s account)

- [ ] Yes
- [ ] No

Is your organisation non-profit making, i.e. a Parish or Town Council, a registered charity, voluntary or community group, Residents’ Association, or similar?

- [ ] Yes
- [ ] No

Will your project support, prolong and enhance community wellbeing activity through community/warm hub events bringing together members of the whole community but with a focus on more vulnerable residents?

- [ ] Yes
- [ ] No

About the Project

Project Name for this application

If your project will be provided from a building, please provide details of the building it will be delivered from below:

Building/space name

Address

Postcode

What3words reference what3words.com/

Telephone Number

Website

In no more than 50 words, please briefly describe your community/warm hub, including what it offers and to how many people.

Please describe the health and safety requirements that you have considered as part of your project, this includes things like food hygiene, and whether you are required to register as a food business (see details in section 8 in the application guidance notes)

Describe how this funding would improve your community/warm hub and the experience of your attendees (max 250 words).

Timeframe and delivery – answers will be scored

Please confirm the period for which this funding will be used. Please note, all funds must be spent by March 2027.

Funding and contributions – answers will be scored

Please confirm the amount of funding you are seeking in this application and how it will be spent (£250 to £1000)

Please confirm how much funding your organisation currently has in its bank account.

Declaration

In submitting a Community /Warm Hub Grant application, you are declaring that you have read and understood this Guidance Document, and confirm you agree with the following statements:

The information supplied is true and accurate to the best of my knowledge.

I accept the conditions and undertakings requested in the application documentation.

I understand that false information could result in my exclusion from further participation in this and future funding application processes.

I undertake to notify the authority immediately of any material changes of information and/or circumstances, including change of address occurring at any time subsequent to the submission of this application.

I understand that in the event of the authority entering into an agreement with me, the answers given in my application will be binding upon me and any misrepresentation may lead to termination of the agreement.

I understand that the authority is not obliged to accept any proposal submitted or to enter into an agreement with any provider.

I have no claim against the authority for any costs or expenses incurred in submitting this application.

I confirm that I have read and accept the conditions of participation in this application.

I understand that no representation or warranty, express or implied, is or will be made or given in relation to the accuracy or the completeness of any information contained in this application or otherwise provided by or on behalf of the authority.

Please sign and print your name in the box below

Thank you for completing this application.